

SECTOR ACCOMPANIED ENTRY APPROVAL

FM COMCOGARD SECTOR SAN JUAN PR //PERSRU//
TO XXXXXXXXXXXXXXXXXXXX
INFO COGARD SECTOR SAN JUAN PR //HOUSING//
COGARD INTSUPRTCOM MIAMI FL//WORKLIFE//
BT

SUBJ: ENTRY APPROVAL FOR XXXXXXXXXXXXXXXX 7705, USCG

- A. YOUR MSG R
- B. CG PERSMAN, COMDTINST M1000.6A (SERIES)
- C. JOINT FEDERAL TRAVEL REGULATION (JFTR)
- D. CG HOUSING MANUAL COMDTINST M11101.13C (SERIES)
- E. OUR WELCOME ABOARD MESSAGE

1. CONGRATULATIONS ON COMPLETING THE ENTRY APPROVAL PROCESS. PLEASE READ THE FOLLOWING MESSAGE CAREFULLY AS IT CONTAINS IMPORTANT INFORMATION THAT WILL ASSIST IN MAKING YOUR MOVE TO PUERTO RICO A SMOOTH ONE.

2. PER REFERENCE (A) ENTRY APPROVAL FOR SHIPMENT OF HHG/POV/DEPNs IS HEREBY APPROVED.

3. ENTRY APPROVAL HAS BEEN GRANTED UNDER THE ASSUMPTION THAT YOU HAVE MET ALL REQUIREMENTS OF THE OVERSEAS SCREENING PROCESS AND HAVE OPENLY AND COMPLETELY OUTLINED ANY SPECIAL MEDICAL NEED YOU OR YOUR FAMILY MIGHT HAVE. IF THIS IS NOT THE CASE CONTACT YOUR SCREENING AUTHORITY IMMEDIATELY. FAILURE TO REVEAL THIS INFORMATION NOW COULD RESULT IN SERIOUS HARDSHIPS FOR YOU AND YOUR FAMILY AFTER YOUR ARRIVAL.

4. YOU NEED TO PROVIDE YOUR SPONSOR WITH THE FOLLOWING FLIGHT INFORMATION: DATE AND TIME OF ARRIVAL. NUMBER OF DEPENDENTS TRAVELING WITH YOU. NUMBER OF BAGS. TYPE AND NUMBER OF PETS. WHERE YOU WILL BE STAYING. IT IS VERY IMPORTANT THAT YOU UPDATE YOUR SPONSOR WITH ANY CHANGES TO THIS INFORMATION SO PROPER ARRANGEMENTS CAN BE MADE WHEN MEETING YOU AT THE AIRPORT. IF CONNECTIONS AT THE AIRPORT ARE MISSED, MEMBERS CAN TAKE A TAXI TO THEIR PREARRANGED DESTINATION. TAXI EXPENSES ARE REIMBURSABLE ON YOUR TRAVEL CLAIM. MEMBERS MUST CHECK IN WITH THE BASE OOD AFTER ARRIVAL AT 787-501-6437 TO ESTABLISH THEIR OFFICIAL REPORT IN AND EFFECTIVE DATE OF APPLICABLE OVERSEAS ENTITLEMENTS.

5. IF YOU HAVE NEVER BEEN TO PUERTO RICO BEFORE, YOU WILL NOTICE THAT MOST OF THE ROAD SIGNS ARE IN SPANISH AND THAT MOST PEOPLE IN PUERTO RICO SPEAK SPANISH. PUERTO RICO HAS TWO OFFICIAL LANGUAGES, SPANISH AND ENGLISH, WITH THE PREDOMINANT LANGUAGE BEING SPANISH. WHILE KNOWING SPANISH WILL ASSIST YOU IN YOUR TRANSITION, IT IS BY NO MEANS A PREREQUISITE TO HAVING A SUCCESSFUL TOUR IN PUERTO RICO. MOST PEOPLE, ESPECIALLY AROUND SAN JUAN SPEAK SOME ENGLISH, HOWEVER, IT WILL BE HELPFUL TO KNOW SOME BASIC SPANISH TO ASSIST YOU IN ORDERING MEALS OR PAYING FOR ITEMS SUCH AS TAXIS. SPANISH LANGUAGE CLASSES ARE READILY AVAILABLE FOR THOSE SEEKING TO LEARN A SECOND LANGUAGE. PUERTO RICO USES U.S. CURRENCY.

6. **MEDICAL:** IT IS IMPERATIVE THAT YOU HAVE UPDATED DEPENDENT INFORMATION IN DEERS PRIOR TO DEPARTURE OVERSEAS. YOU MAY VISIT THE DEERS WEBSITE AT:

<http://www.tricare.osd.mil/deers>. PLEASE VISIT THE TRICARE PRIME WEBSITE FOR INFORMATION AND TO OBTAIN ENROLLEMENT AT <http://tricare15.army.mil/> HEALTH CARE IN PUERTO RICO FOR DEPENDENTS IS IN A STATE OF TRANSITION WITH A NEW TRICARE CONTRACT RECENTLY AWARDED TO HUMANA. BY 1 JULY 2004 COAST GUARD DEPENDENTS LIVING IN THE SAN JUAN AREA WILL NO LONGER BE ELIGIBLE FOR TREATMENT AT FT BUCHANAN. INSTEAD, DEPENDENTS WILL BE REQUIRED TO SELECT A PRIMARY CARE MANAGER(PCM) FROM A LIST OF CIVILIAN CARE PROVIDERS IN THE SAN JUAN METROPOLITAN AREA. MEMBERS NOT DESIRING PRIME CAN ENROLL IN STANDARD. A LIST OF PCM's WILL BE AVAILABLE ON THE HUMANA WEBSITE OR THROUGH THE BASE SAN JUAN CLINIC. ACTIVE DUTY PERSONNEL WILL BE SEEN AT THE BASE SAN JUAN (BSJ) HEALTH CARE CLINIC. ALL OBSTETRIC CARE IN PUERTO RICO WILL BE PROVIDED EXCLUSIVELY BY CIVILIAN HEALTHCARE PROVIDERS. THIS IS A RECENT CHANGE CAUSED BY THE CLOSURE OF NAVAL STATION ROOSEVELT ROADS. ANYONE IMPACTED BY THIS CHANGE SHOULD CONTACT A TRICARE SERVICE CENTER FOR ASSISTANCE IN IDENTIFYING NETWORK PROVIDERS TO START THE REFERRAL PROCESS AS EARLY AS POSSIBLE. THE FOLLOWING TRICARE SERVICE CENTERS ARE AVAILABLE TO PROVIDE ASSISTANCE:

CG TRICARE REP AT BASE SAN JUAN: 787-729-2331, AVAIL TUES,
WEDS AND THURS FROM 1230-1530.

TRICARE SERVICE CENTER FORT BUCHANAN 787-707-2534

HUMANA CALL CENTER 1-800-700-7104

<http://www.humana-military.com/>

TRICARE SERVICE CENTER USCG AIR STATION BORINQUEN 787-890-8477

7. **DENTAL:** ACTIVE DUTY DENTAL WILL BE COORDINATED THROUGH THE BASE SAN JUAN CLINIC. DEPNS ARE STRONGLY ENCOURAGED TO ENROLL IN THE TRICARE DENTAL PLAN (UNITED CONCORDIA) PRIOR TO DEPARTURE TO PUERTO RICO. FAMILY DENTAL HEALTH CARE IS AVAILABLE FROM ONE SOURCE PROVIDER WITHIN WALKING DISTANCE OF RIO BAYAMON FAMILY HOUSING. PLEASE VISIT THE UNITED CONCORDIA WEBSITE:
<<http://www.ucci.com/was/uccweb/tdp/tdp.jsp>>.

8. **TEMPORARY LODGING:** MEMBERS CAN EXPECT A SHORT DELAY BETWEEN THE TIME THEY ARRIVE IN PUERTO RICO AND WHEN THEIR QUARTERS WILL BE AVAILABLE. SECTOR SAN JUAN MWR HAS 7 FAMILY GUEST COTTAGES AT RIO BAYAMON HOUSING TO ASSIST FAMILIES IN TRANSITION. THESE COTTAGES ARE FULLY EQUIPPED AND INCLUDE 2,3 AND 4 BEDROOM UNITS. TWO GUEST COTTAGES ARE SUITABLE FOR PETS. MEMBERS MUST CONTACT MWR AT 787-774-0298 TO MAKE RESERVATIONS AND TO CHECK ON AVAILABILITY. IF A GUEST COTTAGE IS NOT AVAILABLE, MEMBERS WILL BE GIVEN A CERTIFICATE OF NON-AVAILABILITY IN ADVANCE FROM THE MWR DIRECTOR AND ALLOWED TO RESIDE AT A LOCAL HOTEL UNTIL EITHER A GUEST COTTAGE BECOMES VACANT OR THEIR QUARTERS BECOME AVAILABLE. COSTS FOR THE COTTAGES OR HOTEL EXPENSES WILL BE COVERED BY TEMPORARY LODGING ALLOWANCE (TLA). TLA IS DESIGNED TO REIMBURSE MEMBERS FOR LIVING EXPENSES DURING AN OVERSEAS MOVE WHILE THEY AWAIT TRANSITION INTO GOVERNMENT OR PERMANENT QUARTERS. MEMBERS MUST CONTACT THEIR PERSRU YEOMAN XXXXXXXX AT 787-729-XXXX TO DISCUSS ALL PERTINENT TLA DETAILS TO AVOID POSSIBLE PAYMENT DIFFICULTIES. TLA CLAIMS ARE PROCESSED IN INCREMENTS OF 10 DAYS UP TO A MAXIMUM OF 60. MEMBERS MUST OBTAIN A GOVERNMENT CREDIT CARD PRIOR TO ARRIVAL OR HAVE ENOUGH MONEY TO DEFRAY THE SUBSTANTIAL COSTS ASSOCIATED WITH TEMPORARY LODGING. IF TLA IS APPROVED, MEMBERS MUST ENSURE THAT THE HOTEL THEY CONTRACT WITH HAS AN AVAILABLE GOVERNMENT RATE. PRIOR TO MAKING RESERVATIONS CONFIRM THIS RATE WITH YOUR SERVICING YEOMAN. BELOW IS A LIST OF LOCAL ACCOMODATIONS:

FORT BUCHANAN GUEST HOUSE (787) 707-3634/3635
SHERATON HOTEL (787) 721-5100 OR 800-996-3726
EMBASSY SUITES (787) 791-0505 OR 800-362-2997
EL CONVENTO (787) 723-9020 OR 800-468-2779
HAMPTON INN (787)-791-8777 OR 800-426-7866
HOTEL EXCELSIOR (787)-721-7400 (ACCEPTS PETS)
GREEN ISLE HOTEL (787) 726-8662 (ACCEPTS PETS)
SAN JUAN MARRIOT (787) 722-7000
MILANO HOTEL (787) 729-9050

9. **HHG SHIPMENT:** HHG SHIPMENTS WILL TAKE AN AVERAGE OF 45-60 DAYS. IT IS IMPORTANT TO BEGIN WORKING WITH YOUR TRANSPORTATION OFFICE AS EARLY AS POSSIBLE TO MINIMIZE THE WAITING TIME FOR YOUR HOUSEHOLD GOODS. DO NOT ATTEMPT TO SHIP FIREARMS WITH THE HHG SHIPMENT. CAREFULLY REVIEW THE INVENTORY LIST AND ENSURE THAT THE WORD "GUN" DOES NOT APPEAR ANYWHERE ON THE FORM (I.E. TOY GUN, WATER GUN, GUN BOX GLUE GUN). THE WORD GUN MAY SIGNIFICANTLY DELAY DELIVERY OF HHG'S. TENANTS MAY KEEP PRIVATELY OWNED FIREARMS AT THEIR QUARTERS (UPH EXCLUDED) SUBJECT TO SECTOR SAN JUANNOTE 11101 AND ALL COMMONWEALTH OF PUERTO RICO LAWS. FOR ADDITIONAL INFORMATION CONTACT BASE SECURITY AT (787) 729-4330.

10. **SHIPMENT OF POV:** SHIPPING A VEHICLE TO PUERTO RICO CAN BE A TIME CONSUMING AND DETAILED PROCESS THAT REQUIRES CLOSE COORDINATION WITH YOUR SPONSOR AND OTHER SECTOR SAN JUAN POC'S. MANY MEMBERS EXPRESS EXTREME FRUSTRATION IN DEALING WITH THE CUMBERSOME PROCESS INVOLVED WITH SHIPPING THEIR VEHICLES TO PUERTO RICO. BEFORE INITIATING THE PROCESS, MEMBERS MUST CHECK WITH THEIR CAR INSURANCE COMPANY, LEASING (FOR LEASED VEHICLES) AND FINANCE COMPANIES TO ENSURE THEY HAVE COVERAGE, AND THAT THEIR LEASE OR LIEN ALLOWS THEM TO TRANSPORT THEIR VEHICLE TO PUERTO RICO. THE GOVERNMENT WILL PAY TO SHIP ONE VEHICLE. PUERTO RICO IMPOSES EXCISE TAXES ON VEHICLES SHIPPED TO THE ISLAND, BUT MILITARY MEMBERS ARE EXEMPT FROM ACTUALLY PAYING THESE TAXES IF THE VEHICLE IS REGISTERED IN THE MEMBER'S NAME. ONLY ONE VEHICLE IS EXEMPT FROM PUERTO RICO EXCISE TAXES. IF YOU ELECT TO SHIP A SECOND POV AT PERSONAL EXPENSE, PUERTO RICO MAY CHARGE SIGNIFICANT EXCISE TAXES FOR THE SECOND VEHICLE. COAST GUARD PERSONNEL WHO SHIP A SECOND VEHICLE HAVE HAD A GREAT DEAL OF SUCCESS SECURING A SECOND TAX EXEMPTION WITH THE HELP OF MR. EDDIE SANTOS (BASE SAN JUAN SECURITY OFFICER) WHO CAN BE REACHED AT (787) 729-4330 AND THE BASE LEGAL OFFICER, MR. JOSE SUAREZ WHO CAN BE REACHED AT (787)729-2370. THE SECTOR SAN JUAN WEBSITE ALSO PROVIDES HELPFUL INFORMATION ON THE PAPERWORK THAT YOU WILL NEED IN ORDER TO PICK UP YOUR VEHICLE(S) AFTER THEY ARRIVE IN PUERTO RICO.

B. MOPEDS OR MOTORCYCLES SHIPPED AS HHG MUST BE PACKED SEPARATELY FROM OTHER HHG SINCE THEY MUST BE CLEARED BY THE PUERTO RICO TAX AUTHORITY.

C. DIESEL FUEL, REGULAR AND PREMIUM GASOLINE (MEASURED IN LITERS) ARE AVAILABLE IN PUERTO RICO. YOU MAY CONTACT THE TRANSPORTATION OFFICE AT (787)729-2316 FOR OTHER QUESTIONS.

11. **MOVING PETS** TO PUERTO RICO REQUIRES ADVANCE PLANNING AND IN SOME CASES EXTRA EXPENSES ASSOCIATED WITH AIRLINE COSTS AND KENNEL EXPENSES. MEMBERS SHOULD WORK

CLOSELY WITH THEIR SPONSOR TO ENSURE THAT ARRANGEMENTS HAVE BEEN MADE TO ACCOMMODATE PETS BEFORE ARRIVAL. IF TRAVELING WITH PETS, CHECK WITH YOUR AIRLINE PRIOR TO DEPARTURE TO DETERMINE HEALTH CERTIFICATE AND TEMPERATURE RESTRICTIONS ON TRAVEL. TEMPERATURE MAY HAVE AN IMPACT ON AIRLINE PET TRAVEL POLICIES. PIT BULLS OR ANY TYPE OF PIT BULL MIX ARE PROHIBITED IN PUERTO RICO UNDER COMMONWEALTH LAW. MEMBERS ATTEMPTING TO INTRODUCE THIS TYPE OF PET WILL COVER ALL COSTS ASSOCIATED WITH THEIR RETURN BACK TO THE U.S. OR COST OF THE ANIMAL'S DESTRUCTION BY DEPARTMENT OF AGRICULTURE AUTHORITIES. OTHER FINES MAY APPLY.

12. **PUBLIC SCHOOLS.** DEPENDENT CHILDREN ATTEND THE ANTILLES CONSOLIDATED SCHOOL SYSTEM AT FT. BUCHANAN. BUS TRANSPORTATION IS AVAILABLE FROM RIO BAYAMON FAMILY HOUSING. PARENTS SHOULD CARRY COPIES OF CURRENT PHYSICALS, SHOT RECORDS, STUDENT RECORDS, COPIES OF ANY STANDARDIZED TESTING. PARENTS WITH SPECIAL NEEDS SHOULD CONTACT THE SPECIAL EDUCATION COORDINATOR AT 787-707-4631 TO DISCUSS ANY NEEDS. STUDENTS ATTENDING SCHOOL AT FT. BUCHANAN ARE REQUIRED TO WEAR UNIFORMS THAT ARE AVAILABLE THROUGH THE SCHOOL AT A MODEST COST. TELEPHONE NUMBERS FOR THE FORT BUCHANAN ANTILLES SCHOOL SYSTEM ARE: ELEMENTARY: (787) 729-4346, INTERMEDIATE (787) 707-5288, HIGH SCHOOL (787) 792-6202.

13. **HOUSING INFORMATION:** CURRENT SECTOR SAN JUAN POLICY REQUIRES MANDATORY ASSIGNMENT TO GOVERNMENT QUARTERS FOR ACCOMPANIED PERSONNEL ASSIGNED TO SAN JUAN AREA UNITS. THE ONLY EXCEPTION IS FOR THOSE MEMBERS WHO CURRENTLY OWN HOMES AND INTEND TO RESIDE IN THEM OR FOR MEMBERS WHO INTEND TO PURCHASE A HOME. THOSE MEMBERS SHOULD CONTACT THE HOUSING OFFICE TO REQUEST A RELEASE FROM FAMILY HOUSING. THOSE MEMBERS SEEKING TO PURCHASE A HOME AND WHO ARE RELEASED FROM FAMILY HOUSING ARE ONLY ELIGIBLE FOR 30 DAYS OF TLA. FAMILY HOUSING IS LOCATED AT RIO BAYAMON FAMILY HOUSING LOCATED 11 MILES FROM BASE SAN JUAN. RIO BAYAMON IS ONE OF THE NEWEST HOUSING COMPLEXES IN THE COAST GUARD INVENTORY AND CONSISTS OF 149 HOUSING UNITS WITH A COMMUNITY CENTER, CHILD DEVELOPMENT CENTER, TENNIS AND BASKETBALL COURTS, VOLLEYBALL PIT, SOFTBALL FIELD AND A SWIMMING POOL WITH WATER SLIDE. THE HOMES HAVE AMPLE SPACE WITH ENCLOSED PATIOS AND CARPORTS. HOMES HAVE HOOKUPS FOR WASHERS AND DRYERS BUT THESE APPLIANCES ARE NOT PROVIDED. ACCOMPANIED MEMBERS MUST FAX THE FOLLOWING DOCUMENTS CG-5267 (APPLICATION FOR HOUSING), CG-4170A (BAH/DEPENDENCY/EMERGENCY DATA), A COPY OF ORDERS TO 787-774-1314 AS SOON AS POSSIBLE. ASSIGNMENT TO QUARTERS CANNOT BE MADE WITHOUT THIS DOCUMENTATION.

14. YOU ARE ENCOURAGED TO VIEW THE FOLLOWING WEBSITES:

http://www.uscg.mil/D7/UNITS/GANTSEC/	SECTOR WEB PAGE
http://www.dtic.mil/perdiem/ocform.html	OHA INFO LOCATION CODE: RQ080
http://www.dtic.mil/perdiem/ohaform.html	COLA INFO LOCATION CODE: RQ080
http://welcome.topuertorico.org/	LOCAL PR INFO
http://escape.topuertorico.com/	HELPFUL MAPS
http://www.whereismypov.com/	STATUS OF YOUR POV
http://www.cgspouses.net/	SPOUSE WEB PAGE

15. THE FOLLOWING IS A LIST OF IMPORTANT NUMBERS WHERE YOU CAN RECEIVE ADDITIONAL ASSISTANCE OR INFORMATION:

- A. SECTOR HOUSING OFFICE: YN1 NEGRON (HOUSING-ADMIN(787)774-1182
- B. UPH: MR. TORRES (787) 289-8620
- C. SECTOR PERSRU: CWO HOPE (787) 729-2310/2313/2345 FAX: 787-729-6738 OR LT SANDOVAL AT (787) 729-2302
- D. TLA APPROVING OFFICER: YNC BYRD (787) 729-2345
- E. TRANSPORTATION HHGS: MR. VELEZ (787)729-2316
- F. ISC MIAMI WORK LIFE: (800)872-4957 X307
- G. FAMILY PROGRAMS ADMINISTRATOR: MS. AVILA (787) 729-2339
- H. SECTOR LEGAL OFFICER MR. SUAREZ: (787) 729-2370

16. COLLEGE COURSES ARE OFFERED BY CENTRAL TEXAS COLLEGE AND TUITION ASSISTANCE IS AVAILABLE. CLASSES ARE OFFERED BOTH AT BASE SAN JUAN AND AT FORT BUCHANAN. FOR MORE INFORMATION CONTACT THE SCHOOL AT (787) 729-4346. E-MAIL:

CARIBBEAN.CGSJ@CTCD.EDU <<mailto:CARIBBEAN.CGSJ@CTCD.EDU>>

17. COMMAND ADDRESS: COMMANDER
U.S. COAST GUARD
SECTOR SAN JUAN
#5 CALLE LA PUNTILLA
SAN JUAN PR 00901-1800

18. OUR GOAL IS TO MAKE YOUR TRANSITION TO PUERTO RICO AS SMOOTH AND WORRY FREE AS POSSIBLE. PLEASE DON'T HESITATE TO ASK QUESTIONS OR FOR ASSISTANCE FROM ANYONE LISTED ON THIS MESSAGE. OUR PCS TRANSITION TEAM INCLUDES EVERY MEMBER ASSIGNED TO SECTOR. WE ARE LOOKING FORWARD TO YOUR ARRIVAL. WELCOME TO THE SECTOR FAMILY!